



**Meeting of the Board of Trustees
Monday, December 15, 2014
5:00-6:30 P.M.**

MINUTES

Welcome and call to order at 5:10 PM

Board Members In Attendance: Chad Galts, Martin Huntley, Rick Richards, Nicky Nichtern, Ellen Foley, Robin Warde, Nancy Levitt-Vieira and Anna Cano Morales.

Absent: Kathy Cloutier

Staff in Attendance: Julie Nora, Liz Machado

PUBLIC COMMENTS/ANNOUNCEMENTS

None

ACTION ITEMS

- The minutes of the previous meeting of November 24, 2014 were unanimously approved.
- The minutes of the November 24, 2014 mid-year Board retreat were unanimously approved.
- The Board unanimously approved the motion that Julie sign off on the agreement with Mark Saccoccio, once appropriately modified, to provide for expenditure of up to \$5K for a phased design plan for the Windmill School site.
- The Board unanimously approved filing of the IRS form 990.

COMMITTEE UPDATES

- Development Committee:
 - Appeal to parents for \$10 donations has raised \$1300 from 76 families.
 - Fund-raising appeal to Board members, which allows a pay-per-month option, has been made. So far, 3 gifts total \$1800.
 - Appeal for funds for new cameras raised \$2000.
 - \$4000 has been raised for the book fund.
 - Discussions about a capital campaign have been started, along with plan to hire a part-time staff person to support development efforts.
 - Next meeting: January 9, 2014

Approved on February 23, 2015

- Academic Committee: Did not meet
 - Next meeting: Monday, January 5, 2015 at 4:30 pm.
- Finance Committee: Did not meet
 - Next meeting: January 12, 2015
- Governance Committee:
 - Plans to meet back-to-back with Development Committee to ensure more interaction between the two committees.
 - Work continues on seeking new members for the Board.
 - Needs due diligence statements submitted by all committees.
 - Working on Board training materials.
- Health & Wellness Committee:
 - Second place finish at Thanksgiving “Turkey Trot
 - Next run: St. Patrick’s Day
- Expansion Committee:
 - Met with representatives from the national charter funding branch of LISC. They are interested in the school and our plans for expansion, but will be looking for us to meet a 10% equity requirement. They need more details about potential phased development of a new site in order to work up financing scenarios. They also indicated that we’d likely be looking at a 2-3 lender situation. We will keep up communications with them, not focused solely on the current site under consideration.
 - The former Katherine Gibbs school: informal communications that it is off the market.
 - Next meeting: January 9, 2015
- Evaluation Committee: No new report.

UPCOMING EVENTS

- The next Tertulia: January 14, 2015 – topic: academic performance

Next Board meeting: January 12, 2015, 5:00-6:30 pm – agenda will include discussion of the strategic plan – committees will bring input from their perspectives, based on discussions at their next meetings.

By unanimous vote the meeting was adjourned at 6:16 pm.

Respectfully submitted:

Martin Huntley